

Licensed Child Care Home Advisory Committee

Meeting Minutes

Tuesday, October 28, 2014

Office Staff Present: Debbie Sampson

Resource & Referral Staff Present: Melissa Chalman - IACCRR

Advisory Board Members Present: Noel Hanson, Ginny Harman, Latrina Johanning, Rebecca Kenworthy, Coleen Land, Christine Madewell (Tamela Hunt), Jennifer Quartucci, and Joey Scherschel-Buckles, and Maria Wynne

Advisory Board Members Absent: Sabrina Chase, Tammy Dunn, Marci Graves, Stephanie McKinstry, Lois Noggle, Michelle Roberts - Schneider, and Eryn Wolf

Federal Business:

Local Legislative Business:

(Debbie Sampson)

- The Committee on Child Care will soon meet. Each Advisory member should think of ideas on how to improve some areas of Home Child Care, What information about Home Child Care should be reported to the Committee, and Update the Committee about what's been going on with the Advisory Committee.
- Next year's meeting schedule is: 1/27/15, 4/28/15, 7/28/15, and 10/27/15.

Office Business:

- Chris Wright, DCS Institutional Manager will join the Advisory Committee for the January 2015 meeting.
- The Bureau of Child Care is now called the Office of Early Childhood and Out of School Learning. The Office of Early Childhood is no longer part of the Division of Family Resources. They are a separate office that reports directly to the Secretary of FSSA.
- Fire Drill letters were sent out efficiently. Some Providers had no idea how to conduct a fire drill. Fire drills will happen during inspections and relicensing.

Other Business:

- Noel Hanson asked for clarification on fingerprinting. There is a three (3) year gap for any potential criminal behavior.
 - (Debbie Sampson) Fingerprints are required by law to be done every three (3) years. Fingerprints cannot be transferred between licensed facilities unless they have the same owner. The FBI doesn't notify the Office of Early Childhood when there are new arrests or convictions. Fingerprints are not portable. Fingerprints are not saved. The results come from the FBI and go directly to a website that is accessible only by the Office's employees.
- Maria Wynne asked if the children in care are supposed to have shoes on during naptime.
(Debbie Sampson) Children can sleep with their shoes on; it's the Provider's discretion. Having shoes on at all times is not an issue that is addressed by regulation. During a fire or a drill, a provider **should not** stop to put shoes on the children. They need to just get out.
- Maria Wynne asked is there a certain distance away from the home that the children and staff are suppose to be in the event there is a real fire?
 - (Debbie Sampson) Providers should talk to their local fire department to determine what distance they recommend. Stay on the telephone with the 911 dispatch so that the emergency crew will be able to locate you once they arrive. Make sure children are safely out of the way to the emergency personnel as they are arriving.

Old Business: Rebecca Kenworthy made a motion to approve the minutes from the July 2014 meeting, and Latrina Johanning seconded. **Motion Carried.**

Adjournment:

A motion was made by Rebecca Kenworthy to end the meeting, Ginny Harman seconded. The

meeting started at 1:00 p.m. The meeting was adjourned at 1:35p.m. **Motion Carried.**